



City of Columbus, Indiana

Optical Fiber Service *Request for Proposal*

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1. Introduction

1.1. Background

Columbus, Indiana, is an internationally recognized, architecturally significant community located within the Indianapolis, Louisville and Cincinnati triangle. It would be just another small Midwestern city except for the vision and cooperation of public, private and corporate leaders who are striving to make Columbus the best community they can create.¹

With broadband availability becoming paramount in attracting and retaining businesses, cities are realizing that these services are no longer a luxury, but a necessity to remain competitive and therefore attractive. It is the vision of the City of Columbus that telecommunications infrastructure and services become enablers for commerce and further economic growth.

In an effort to continue to promote the attractiveness and economic viability of Columbus, Mayor Armstrong, through his Technology Advisory Committee (TAC), has created the *eCOLUMBUS* initiatives (Table 1) to encourage the availability of world class telecommunications infrastructure and services for Columbus area businesses and residents.

Initiative	Description	Status
Greater Columbus Conduit System	Establish a city-wide conduit system to serve as a platform for accelerating the delivery of world class telecommunications services to the Columbus area.	Phase 1: 2Q2007 completion Subsequent Phases: TBD
Wireless Columbus	Establish Columbus as a world class wireless community by strategically leveraging vertical real estate (radio/television/cellular/water towers, building façades) within greater Columbus.	RFP release 2Q2007
Fiber-to-the-Curb (Commercial)	Utilize the <i>Greater Columbus Conduit System</i> to establish world class triple play (voice, video and data) fiber-to-the-curb service tailored for Columbus area education, government, industry and social service sectors.	RFP released 02/14/2007 (this RFP)
Fiber-to-the-Home (Residential)	Build on the components and success of the <i>Fiber-to-the-Curb</i> initiative and offer a world class triple play (voice, video and data) fiber-to-the-home service tailored for Columbus area residents.	RFP released 02/14/2007 (this RFP)
Inter-Community Fiber	Establish a fiber optic connection with adjacent technologically savvy communities such as Indianapolis, Shelbyville, Bloomington, and Louisville to further improve information transfer within the region as well as position Columbus to create a hub for telecommunication within south-central Indiana.	TBD

Table 1 – eCOLUMBUS Initiatives

¹ Columbus, Indiana Convention and Visitors Bureau. Columbus Area Visitors Center. Accessed: January 29, 2007. [<http://www.columbus.in.us/>]

1.2. Project Objectives

The City of Columbus has the following objectives for Optical Fiber Service:

- Achieve world class status for its telecommunications infrastructure and services commensurate with its other world class attributes;
- Ensure that Columbus residents, businesses and visitors have readily available access to reliable world class voice, video and data services at a reasonable price;
- Create an economic advantage for Columbus residents, businesses and visitors; and
- Encourage the creation of commerce and further economic development growth.

In addition to these objectives, Columbus anticipates that the Optical Fiber Service will provide at least the following benefits to the community:

- Improve public safety communications, awareness and responsiveness;
- Stimulate commercial and residential growth;
- Promote innovative solutions for Columbus consumers;
- Improve the Columbus experience for visitors; and
- Promote the Columbus brand/image.

1.3. Business Model

The City of Columbus seeks a public-private partnership with the private sector to assist in the design, deployment and operation of an optical fiber service that would include fiber-to-the-curb and fiber-to-the-home service for Columbus businesses and residents. The following is a high level business model illustrating the relationship between the City of Columbus and the Selected Respondent.

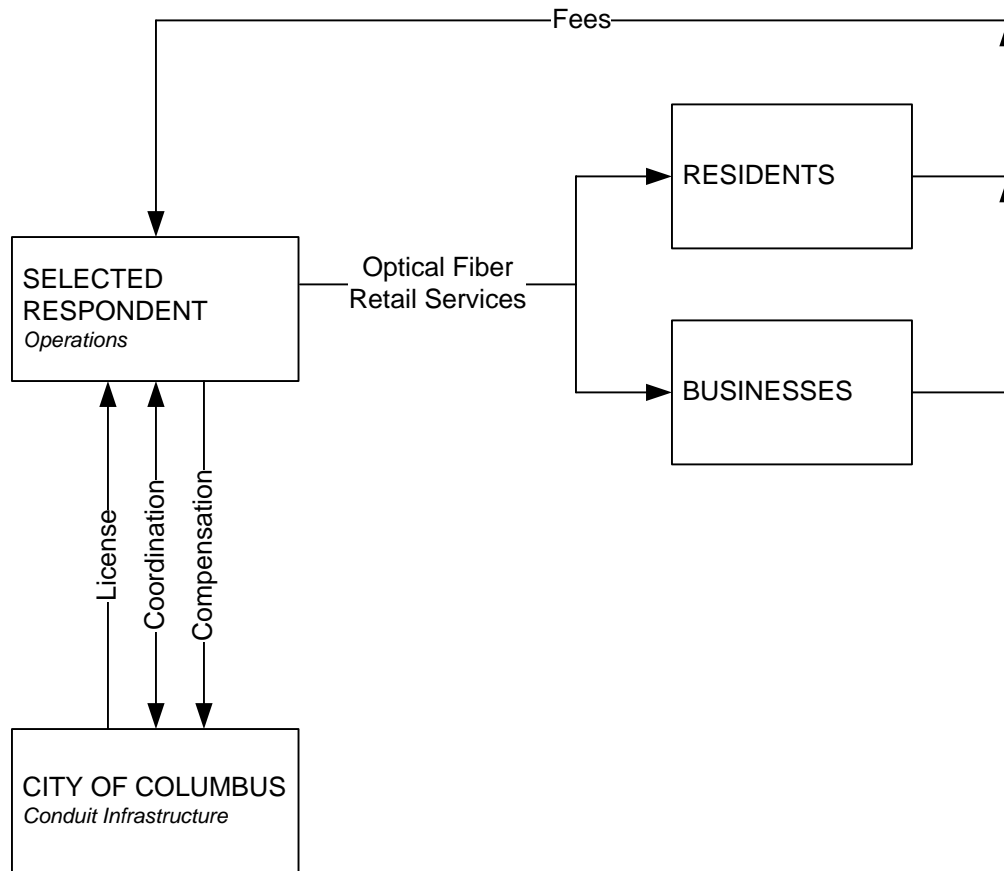


Figure 1 – High Level Business Model

The City of Columbus seeks to facilitate a public-private partnership whereby:

- The City of Columbus would be responsible for building out the backbone conduit infrastructure throughout Columbus and would provide the Selected Respondent a license to utilize this infrastructure in exchange for compensation.
- Utilizing said access to City of Columbus conduit infrastructure, the Selected Respondent would be responsible for all necessary network design, installation, “last mile” construction, operation and customer service functions to offer fiber-to-the-curb and fiber-to-the-home services to Columbus businesses and residents.

The City of Columbus will specify further requirements in Section 5 of this RFP regarding the use of City assets, minimum service requirements, coverage areas and technology standards.

In summary, Table 2 details the high level roles and responsibilities belonging to the City of Columbus and the Selected Respondent as related to the deployment of fiber-to-the-curb and fiber-to-the-home service in Columbus.

Responsibility	City of Columbus	Selected Respondent
Conduit Backbone Infrastructure		
Design	✓	
Installation	✓	
Ownership	✓	
Maintenance		✓
"Last Mile" Access Infrastructure		
Design		✓
Installation		✓
Ownership		✓
Maintenance		✓
Optical Fiber Network Infrastructure		
Design		✓
Installation		✓
Ownership		✓
Maintenance		✓
Optical Network Electronics		
Core network		✓
Access network		✓
Distribution network		✓
Customer premise equipment		✓
Operations		
Customer service		✓
Network operations		✓
Marketing	✓	✓

Table 2 – Roles and Responsibilities

2. General Instructions

2.1. General Invitation

The City of Columbus hereby invites Respondents to submit written proposals for the deployment of optical fiber service throughout designated areas of the City. Proposals are solicited in accordance with the terms, conditions and instructions set forth in this RFP.

All materials related to the RFP will be available on the World Wide Web at <http://columbus.in.gov/TAC>.

In the event a Respondent does not have download capability, all materials may be obtained from the City of Columbus Clerk Treasurer, located at City Hall, 123 Washington Street, Columbus, IN 47201.

Respondent must submit any questions concerning the RFP no later than Wednesday, February 21, 2007 at 4:00 PM EST. Responses to Respondent questions will be posted to <http://columbus.in.gov/TAC> no later than Wednesday, February 28, 2007. The City of Columbus Clerk Treasurer will receive proposals at City Hall, 123 Washington Street, Columbus, IN 47201 until Tuesday, March 27, 2007 at 10:00 AM. No proposals will be accepted after the stated deadline.

The City of Columbus reserves the right to reject any or all proposals or to accept any proposal or portion of a proposal deemed to be in the City's best interest.

The City of Columbus reserves the right to reject any and all bids, to reject bids that do not meet the qualifications outlined in the RFP or any Notice to Bidders and to waive any formalities or irregularities in the bidding process or in any proposal. The City further reserves the right to reject all proposals should the City determine, in the opinion of TAC, based on the proposals received, that the contemplated cost of the project is not economically feasible and/or in the best interests of the City. Failure to follow the instructions detailed in the RFP may disqualify your proposal.

Proposals must be in a sealed envelope.

In addition to any terms and conditions set forth herein, the RFP process will also be subject to and include any additional information included in a Notice to Bidders to be published for this project.

2.2. Submittal Procedure

1. Respondent must submit nine (9) copies of its proposal, plus one (1) printed original, signed in ink, plus one (1) CD-ROM or DVD-ROM including a PDF version of its proposal, in a sealed envelope. Respondent may elect to either personally deliver, or mail, its sealed proposals to the address provided below.

Personal or Mail Delivery:

City of Columbus Clerk Treasurer
C/o Technology Advisory Committee
City Hall
123 Washington Street
Columbus, IN 47201

2. To be assured of consideration, Proposals must be received by the City of Columbus Clerk Treasurer, located at City Hall, 123 Washington Street, Columbus, IN 47201 no later than 10:00 AM EST on Tuesday, March 27, 2007. The Clerk's Office can be reached at (812) 376-2510. The City of Columbus may, but is not required to accept Proposals that are not received by the date and time set forth in this section. Respondent may submit its proposal at any time prior to the above stated deadline. Failure to submit the required number of copies by this deadline may be cause for disqualification from the RFP process. The original documents must be clearly marked as "ORIGINAL", and must bear the original signature of an authorized corporate agent on all documents requiring a signature. Respondent must enclose all documents in sealed envelopes or boxes.
3. Failure by a messenger delivery service or printing service to meet the deadline will not excuse the Respondent from the deadline requirement. Personally delivered Proposals must be delivered to the City of Columbus Clerk Treasurer, located at City Hall, 123 Washington Street, Columbus, IN 47201. The time of receipt of all Proposals will be determined solely by the clock located in the Clerk's Treasurer's Office. It is the Respondent's sole responsibility to ensure that the Proposal is received as required. All submissions are subject to the Freedom of Information Act. The outside of each sealed envelope or package must be labeled as follows:

Proposal Enclosed
Request for Proposals (RFP) for Optical Fiber Services
Due: Tuesday, March 27, 2007
Submitted by: (Name of Respondent)
Package ____ of ____

4. Additionally, the Respondent must submit one (1) electronic copy of its proposal to rfp@infocommsystems.net by 10:00 AM EST on Tuesday, March 27, 2007. A reply message will be sent to the Respondent acknowledging receipt. Email submission alone is not representative of an official bid. Respondent must follow the sealed bid submission policy and procedures outlined above for its bid to be considered official.
5. All sealed bids received by 10:00 AM EST on Tuesday, March 27, 2007 will be opened in a public forum at 10:00 AM EST on Tuesday, March 27, 2007 at City Hall.
6. The City of Columbus reserves the right to terminate this RFP solicitation at any stage if determined to be in the best interests of the community. The receipt of Proposals or other documents will in no way obligate the City of Columbus to enter into an agreement of any kind with any party.

2.3. Additional Information and Questions

Respondent must communicate only with the City of Columbus primary contact, Brent Engle. All questions, requests for clarification or additional information must be in writing via email sent to the attention of Brent Engle at rfp@infocommsystems.net and must be received no later than 4:00 PM EST on Wednesday, February 21, 2007. Questions received from all Respondents will be answered and posted on the World Wide Web at <http://columbus.in.gov/TAC> by Wednesday, February 28, 2007. Any changes to the RFP or the RFP process will also be posted to the website as addenda. No telephone calls or emails will be accepted unless the questions are general in nature. A Respondent that deviates from any of these restrictions may be subject to immediate disqualification from this RFP process.

2.4. Addenda & Modifications

All addenda, amendments, and interpretations to this solicitation will be in writing. Any amendment or interpretation that is not in writing will not legally bind the City of Columbus. Only information supplied by the City of Columbus in writing or in this RFP should be used in preparing proposal responses. All contacts that a Respondent may have had before or after receipt of this RFP with any individuals, employees, subcontractors, consultants or representatives of the City of Columbus and any information that may have been read in any news media or seen or heard in any communication facility regarding this RFP should be disregarded in preparing responses.

The City of Columbus does not assume responsibility for the receipt of any addendum sent to the Respondent.

If it becomes necessary to revise or expand upon any part of this RFP, a notification of addendum will be posted on <http://columbus.in.gov/TAC> along with a link to download the addendum document. The City of Columbus will also email a notification of addendum to those perspective Respondents that submit their contact information (including email address) to rfp@infocommsystems.net.

The addendum may include, but will not be limited to, the following:

1. Responses to questions and requests for clarification sent via email according to the provisions of Section 2.3 herein; or
2. Responses to questions and requests for clarification raised by the deadline for submission of questions.

2.5. Examination of Documents and Requirements

Each Respondent will carefully examine all RFP documents and thoroughly familiarize themselves with all requirements prior to submitting a proposal to ensure that the proposal meets the intent of this RFP. Before submitting a proposal, each Respondent will be responsible for making all investigations and examinations necessary to ascertain conditions and requirements

affecting the requirements of this RFP. Failure to make such investigations and examinations will not relieve the Respondent from the obligation to comply, in every detail, with all provisions and requirements of the RFP.

2.6. Evaluation and Selection Process

A. Proposal Evaluation

The process for selecting a Selected Respondent for this RFP will be an open, competitive and fair process.

Firms with extensive experience in partnering with local governments to deploy optical fiber infrastructure to residents and businesses consistent with the vision, objectives, policies and requirements defined in this RFP are encouraged to respond.

TAC will review and evaluate the Proposals, as described below.

In evaluating Proposals, TAC will first consider the completeness and responsiveness of the Respondent's Proposal. The RFP proposal evaluation process is organized into three phases:

1. Phase I Preliminary Proposal Assessment
2. Phase II Proposal Evaluation
3. Phase III Site Visits and/or Oral Presentations (if necessary)

Phase I Preliminary Proposal Assessment

Phase I will involve an assessment of the Respondent's compliance with and adherence to all submittal requirements requested in Section 3.2. Proposals which are incomplete and missing key components necessary to fully evaluate the Proposal may, at the discretion of TAC, be rejected from further consideration due to "non-responsiveness" and rated Non-Responsive. Proposals providing responses to all sections will be eligible for detailed analysis in Phase II, Proposal Evaluation.

Phase II Proposal Evaluation

In Phase II, TAC will evaluate the extent to which a Respondent's proposal meets the project requirements set forth in the RFP. Phase II will include a detailed analysis of the Respondent's qualifications, experience, proposed implementation plan, preliminary cost proposal and other factors based on the evaluation criteria outlined later in this section.

As part of the evaluation process, TAC will review the information required by Section 3.2, for each Proposal received. TAC may also review any other information that is available to it, including but not limited to information gained by checking references and by investigating the Respondent's financial condition.

Columbus reserves the right to seek clarification of any information that is submitted by any Respondent in any portion of its Proposal or to request additional information at any time during the evaluation process. Any material misrepresentation made by a Respondent may void the Proposal and eliminate the Respondent from further consideration.

B. Evaluation Criteria

In addition, TAC will generally review the Respondent's Proposal using the following criteria (not necessarily listed in order of importance):

1. Value to the City

This will be determined by the proposed amount and type of benefits for the use of City assets and the proposed rates and terms for municipal usage of the network demonstrated in response to the Requirements defined in this RFP. Broadly speaking, the City of Columbus envisions two general categories of benefit and encourages creativity in this area. They are:

1. Direct financial benefit, for example revenue sharing or lump sum payments; and,
2. In-kind benefit, for example free or reduced accounts, or the provision of a public safety network.

2. Professional and Technical Competence

The Respondent's ability to provide the services described in the RFP, including the capacity to achieve the project goals, objectives and the scope of services described in this RFP will be determined by the following:

1. Respondent's Professional Qualifications and the Specialized Experience of Respondent's Team in providing Optical Fiber Service on projects of similar scope and magnitude (e.g., specifically with respect to large organizations, organizations with strong identities of their own and government agencies);
2. The Local Availability of Respondent's Key Personnel which will be committed to the City of Columbus account;
3. The Past and Current Performance of the Respondent (and Team members) on other contracts in terms of quality of services and compliance with performance schedules. The Committee may solicit from current and/or previous clients including the City of Columbus, other government agencies, or any available sources, relevant information concerning the Respondent's record of performance.

3. Deployment Strategy and Plan

This will be determined by the timeliness and reasonableness of the proposed deployment plan and Respondent's approach to covering the requested area. Other determining factors include: the Quality, Comprehensiveness and Adequacy of the proposed approach to developing and implementing the Deployment Strategy, including the staffing plan and Respondent's local availability and commitment of personnel who will manage and oversee the City of Columbus

account. TAC will review each proposal for the Respondent's understanding of the objectives of the services and how these objectives may be best accomplished. Each Respondent will be evaluated on its overall strategy, methodology, timetable, and approach to meeting the City's requirements.

4. Financial Capacity

TAC will consider the financial condition of Respondent. Respondent must be financially stable to ensure performance over the duration of the contract.

5. Degree of Compliance with Requirements, Laws, Ordinances, and Statutes

TAC will consider the degree to which proposals are compliant with the Requirements stated in this RFP and Respondent's compliance with all laws, ordinances, and statutes governing the contract. As part of creating and/or building any required infrastructure and/or installing any materials and/or required items, the Selected Respondent will bear the full risk of site and local conditions (including unusual and/or unexpected conditions and Ordinances) at locations where any work is to be performed. In the event that work is required to be performed on any property that City of Columbus does not own or control, the Selected Respondent will be responsible for obtaining any required licenses and/or easements. Any or all of the aforementioned licenses/easements will list the City of Columbus as a co-licensee. The City of Columbus will be entitled to the full benefit of any such licenses/easements for the duration of the license term and any extensions of such term and any such licenses/easements will explicitly provide the City of Columbus with privity of contract directly with the licensor and as such, will be enforceable by the City of Columbus.

6. Level of Innovation

This will be determined by the programmatic creativity and technical innovation demonstrated by the Respondent. The City of Columbus prefers leading edge, but proven, technology and favors innovative use of City owned infrastructure and community assets.

7. Legal Actions

TAC will consider any past or pending legal actions, if any, against Respondent and any division, subsidiary or parent company of Respondent, or against any member, partner, etc., of Respondent if Respondent is a business entity other than a corporation.

8. Conflicts of Interest

TAC will consider any information regarding Respondent, including information contained in the Respondent's Proposal, that may indicate any conflicts (or potential conflicts) of interest which might compromise Respondent's ability to satisfactorily perform the proposed Services or undermine the integrity of the competitive procurement process. If any Respondent has provided any services for the City of Columbus in researching, consulting, advising, drafting or reviewing

of this RFP or any services related to this RFP, such Respondent may be disqualified from further consideration.

C. Vendor Selection

After TAC completes its review of Proposals in Phase II, it may compile a short list of Respondents (Phase III), or forego Phase III and submit a recommendation to select one or more Respondent(s), or a recommendation to reject any or all Proposals.

Phase III Site Visit and/or Oral Presentations

If TAC compiles a short list of Respondents for further review, then, in the sole discretion of TAC, those short-listed Respondents may be subject to a site visit and/or invited to appear before TAC for an oral presentation; to clarify in more detail, information that was submitted in Respondent's Proposal; and/or to ask Respondent to respond to additional questions. Afterwards, TAC will make a final evaluation, including a final ranking of the Respondents, and will make a selection of one or more Respondents.

2.7. Post-Proposal Discussions with Respondent

The City of Columbus intends to commence final negotiation with the Respondent(s) deemed most advantageous to community. The City of Columbus reserves the right to conduct post-proposal discussions with any Respondent(s).

2.8. Terms, Conditions, Limitations and Exceptions

1. This RFP does not commit the City of Columbus to award a contract, issue a Purchase Order, or to pay any costs incurred in the preparation of a proposal in response to this request. Furthermore, the City of Columbus will not be responsible for any costs or damages incurred by Respondents, member(s), partners, subcontractors or other interested parties in connection with the RFP process, including but not limited to costs associated with preparing the Proposal and/or of participating in any site visits, oral presentations or negotiations, nor any other costs incurred by Respondent related to the development of and/or submission of the information requested in this RFP.
2. The City of Columbus will not be held accountable if material from proposals is obtained without the written consent of the Respondent by parties other than the City of Columbus, at any time during the proposal evaluation process.
3. Respondent may designate those portions of the Proposal that contain trade secrets or other proprietary data that must remain confidential provided however, that the Respondent acknowledges and understands that the City is subject to Indiana's Open Door Law at I.C. 5-14-1.5-1 et seq. and so the City cannot agree to not disclose any documents that it is required to disclose under this law. If a Respondent includes data that is not to be disclosed to the public for any purpose or used by the City of Columbus except for evaluation purposes, the Respondent must:
 - a. Mark the title page as follows: "This RFP proposal includes trade secrets or other proprietary data ("data") that may not be disclosed outside Columbus and may not

be duplicated, used or disclosed in whole or in part for any purpose other than to evaluate this Proposal. The data subject to this restriction are contained in sheets (insert page numbers or other identification).” The City of Columbus, for purposes of this provision, will include any consultants assisting in the evaluation of Proposals. If, however, a contract is awarded to this Respondent as a result of or in connection with the submission of this data, the City of Columbus has the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the City of Columbus from using information contained in the data if it is obtained from another source without restriction.

- b. Mark each sheet or data to be restricted with the following legend: “Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this Proposal.”
4. All submissions are subject to the Freedom of Information Act.
5. Respondent(s) will not offer any gratuities, favors, or anything of monetary value to any individual, employee, subcontractor, consultant or representative of the City of Columbus (including any and all members of proposal evaluation committees).
6. Respondent(s) will not collude in any manner, or engage in any practices, with any other Respondent(s), which may restrict or eliminate competition or otherwise restrain trade. This is not intended to preclude subcontracts and joint ventures for the purposes of: a) responding to this RFP, or b) establishing a project team with the required experience and/or capability to provide the goods or services specified herein.
7. All proposals submitted must be the original work product of the Respondent. The copying or paraphrasing of the work product of another Respondent is not permitted.
8. The RFP and the related responses of the Selected Respondent may by reference become part of any formal agreement between the Selected Respondent and the City of Columbus. In the event an agreement cannot be reached with the Selected Respondent, the City of Columbus reserves the right to select an alternative Respondent. The City of Columbus reserves the right to negotiate with alternative Respondent(s) the exact terms and conditions of the contract.
9. Respondent, its authorized representatives, and its agents are responsible for obtaining, and will be deemed to have, full knowledge of the conditions, Requirements, and specifications of the RFP at the time a proposal is submitted to the City of Columbus.
10. The City of Columbus has sole discretion and reserves the right to cancel this RFP or to reject any or all proposals received prior to contract award.
11. The City of Columbus reserves the right to reject any and all Proposals that do not conform to the requirements set forth in this RFP; or that do not contain at least the information required by Section 3.2, Required Content. If no Respondent is selected through this RFP process, then the City of Columbus may utilize any other procurement method available to obtain the Services described herein.
12. The City of Columbus reserves the right to request clarification of any proposal after all proposals have been received.

2.9. Schedule

Listed on the following page are important target dates and times by which actions related to this RFP will be completed. Note that these target dates are subject to change by the City of Columbus.

Event	Date	Time
Date of Issue of RFP	Wednesday, February 14, 2007	
Written Questions from Respondent Due	Wednesday, February 21, 2007	4:00 PM EST
Responses to Questions Due to Respondent	Wednesday, February 28, 2007	
Proposals from Respondent Due	Tuesday, March 27, 2007	10:00 AM EST
Official Opening of Sealed Bids	Tuesday, March 27, 2007	10:00 AM EST
Phase I Evaluation Completion*	Friday, March 30, 2007	
Phase II Evaluation Completion*	Thursday, April 07, 2007	
Estimated (Optional) Phase III Completion*	TBD	

Table 3 – Optical Fiber Service RFP Schedule

*Estimated completion dates

3. Proposal Format & Required Content

3.1. Proposal Format

Proposals must be prepared on 8 ½" x 11" letter size paper, printed double-sided, and bound on the long side. Sections shall be separated by labeled tabs and organized in accordance with subject matter sequence as set forth below. Each page of the Proposal must be numbered in a manner so as to be uniquely identified.

Respondents are advised to adhere to the submittal requirements of the RFP. Failure to comply with the instructions of this RFP may be cause for rejection of the noncompliant Proposal. Respondent must provide information in the appropriate areas throughout the RFP. Submission of a Proposal in response to this RFP constitutes acceptance of all requirements outlined in the RFP.

All proposals should be electronically generated and the printed original signed in ink. Legibility, clarity and completeness are important and essential.

One (1) CD-ROM or DVD-ROM containing an Adobe Portable Document Format (PDF) version of all proposal materials must also be provided.

The proposal must be signed by individual(s) legally authorized to bind the Respondent(s) and must contain a statement that the proposal and the prices and terms contained therein will remain firm for a period of one-hundred and eighty (180) days after receipt by the City of Columbus.

3.2. Required Content

A. Cover Letter of Introduction and Executive Summary

Respondent must submit a letter of introduction and an executive summary of the proposal. The letter of introduction must be signed by a person authorized by Respondent's firm to obligate your firm to make the commitments contained in the proposal. Submission of the letter will constitute a representation by the Respondent's firm that the firm is willing and able to perform the commitments contained in the proposal.

The executive summary will explain Respondent's understanding of the City's intent and objectives and how Respondent's Proposal would achieve those objectives, especially those objectives outlined in Section 1.2 of this RFP. The summary must discuss Respondent's plan for implementing and monitoring the Services; approach to project management; strategies, tools and safeguards for ensuring performance of all required Services; equipment, software and firmware considerations; training and ongoing support; and any additional factors for Columbus consideration.

Respondent's cover letter must be signed by an authorized representative of the entity committing Respondent to provide the Services as described in this RFP in accordance with the

terms and conditions of any contract awarded pursuant to the RFP process. The cover letter must:

1. Indicate the number of years the entity has been in business, and provide an overview of the experience and background of the entity and its key personnel committed to this project.
2. Identify the legal name of the entity, its headquarters address, its principal place of business, its legal form (i.e., corporation, joint venture, limited partnership, etc.), and the names of its principals or partners and authority to do business in Indiana.
3. Indicate the name and telephone number(s) of the principal contact for oral presentation, or negotiations.
4. Identify participants in Respondent's "Team." For example if Respondent is a business entity that is comprised of more than one legal participant (e.g., Respondent is a general partnership, joint venture, etc.), then Respondent must identify or cause to be identified all participants involved, respective ownership percentages, and summarize the role, degree of involvement, and experience of each participant separately. If Respondent has a prime contractor / subcontractor relationship instead, this information regarding role, involvement and experience is also required for any subcontractor that is proposed to provide a significant portion of the work.
5. Provide a chronological history of all mergers and/or acquisitions involving the Respondent team members, including all present and former subsidiaries or divisions and any material restructuring activities, if applicable. Include any such forthcoming actions, if such disclosure has already been made generally available to the public and is permitted by law.

B. Company Profile Information

Respondent must also submit a brief description of Respondent's firm which will include:

1. Name, mailing address, email address, telephone number and fax number of the primary contact person for your firm;
2. A brief description of your firm, including the number of years in business, major business lines, major markets served, company history, relevant operating segments, primary vision and strategy, number of employees, office locations and any Joint Venture Partners;
3. Respondent must furnish a resolution or some other form of authority, signed by a Chief Executive Officer, Corporate Secretary, or managing partners, which lists the specific officers who are authorized to execute agreements on behalf of the Respondent;
4. Financial details demonstrating your firm's financial capacity to undertake and complete the project as proposed, which will include;
 - a. A current audited statement of financial condition and financial statements for the two (2) prior years prepared by an independent certified public accountant and a non-audited statement for the most recent quarter end with a comparable statement for the prior year. Respondents that are comprised of more than one entity must include financial statements for each entity. The City of Columbus reserves the right to accept or reject any financial documentation other than the

financial statements requested by this section. Financial statements should include all of the following;

- i. Income/operating statements,
 - ii. Balance sheets,
 - iii. Cash flow statements and/or statements of change in financial position,
 - iv. Appropriate footnotes to above statements and all related schedules, including debt terms and schedules, and contingent liabilities, and
 - v. A statement of capital investments made over the last five years.
 - b. A list of other business pursuits of similar size and scope to this RFP that your firm is currently involved in;
 - c. A statement disclosing any state or federal bankruptcy or insolvency proceeding that Respondent has filed or with which Respondent is otherwise involved;
 - d. Electronic copies or Internet links to the most recent Form 10K filed by the Respondent with the U.S. Securities and Exchange Commission;
 - e. Electronic copies or Internet links to all Form 8Ks filed since the filing of the most recent 10K; and
 - f. Provide any other information not specifically itemized above that is believed to be demonstrative of your firm's financial capacity.
 - g. Demonstrate an ability to remain economically viable for a minimum of 10 years and provide a detailed investment strategy to upgrade the network over time to provide high quality service based on future needs of individuals, businesses and organizations.
5. Also, as required by Exhibit A, Respondent must provide references (preferably at least 3, and preferably from municipalities on contracts of similar scope and magnitude as described in this RFP) performed by the Respondent's firm including client, reference and telephone numbers, staff members who worked on each project, budget, schedule and project summary. Descriptions should be limited to one page for each project. If Joint Venture Partners are proposed, provide references for each. Experience will not be considered unless complete reference data is provided. At a minimum, the following information must be included for each client reference:
- a. Client name, address, contact person name, email address, telephone, and fax number.
 - b. Description of services provided similar to the services outlined in this RFP.
 - c. Nature and extent of Respondent's involvement as the prime contractor. Identify services, if any, subcontracted, and to what other company.
 - d. Total dollar value of the contract.
 - e. Contract term (Start and Expiration).
- The City may solicit relevant information concerning Respondent's record of past performance from previous clients, including the City of Columbus, or any other available sources;
6. Describe any strategic changes your firm has undertaken in recent years, such as businesses acquired or divested, reorganizations, etc;
 7. Describe your firm's ownership structure. Identify your firm's board of directors, indicating "inside" and "outside" members.
 8. Describe any and all lawsuits, liens, restraining orders, consent decrees, foreclosures or other legal/financial actions either now pending, in progress or which have been brought

against your firm or any of its officers/principals in the past five years. For lawsuits, include date initiated, plaintiff, description, name of court location, docket number, resolution and current status. Regarding product liability issues your firm would typically face during the normal course of business, indicate who would review these issues (e.g. corporate legal counsel, “outside” counsel, etc.) and identify what their opinion is as to your firm’s exposure to product liability issues. Also regarding legal actions, Respondent must provide a listing and a brief description of all material legal actions, together with any fines and penalties, for the past 5 years in which (i) Respondent or any division, subsidiary or parent entity of Respondent, or (ii) any member, partner, etc., of Respondent if Respondent is a business entity other than a corporation, has been:

- a. A debtor in bankruptcy; or
 - b. A plaintiff or defendant in a legal action for deficient performance under a contract or violation of a statute or related to service reliability; or
 - c. A Respondent in an administrative action for deficient performance on a project or in violation of a statute or related to service reliability; or
 - d. A defendant in any criminal action; or
 - e. A named insured of an insurance policy for which the insured has paid a claim related to deficient performance under a contract or in violation of a statute or related to service reliability; or
 - f. A principal of a bond for which a surety has provided contract performance or compensation to an obligee of the bond due to deficient performance under a contract or in violation of a statute or related to service reliability; or
 - g. A defendant or Respondent in a governmental inquiry or action regarding accuracy of preparation of financial statements or disclosure documents;
 - h. Indicate whether any conflicts of interest would arise if your firm (i.e. management, key employees, large stockholders) entered into this arrangement;
 - i. Respondent must provide a summary of the professional qualifications and experience of key personnel who will be dedicated to the services described in this RFP. For each person identified, describe the following information:
 - Title and reporting responsibility;
 - Proposed role in this project, including the functions and tasks
 - for which they will have prime responsibility (also indicate
 - areas of secondary responsibility, if appropriate)
 - Pertinent areas of expertise and past experience
 - Base location (local facility, as applicable)
 - Resumes or corporate personnel profiles which describe their overall experience and expertise;
9. Respondent must provide copies of appropriate licenses or certifications required of any individual or entity performing the services described in this RFP in the City of Columbus, County of Bartholomew and State of Indiana, for itself, its partners and its subcontractors, including evidence that Respondent is authorized by the Secretary of State to do business in the State of Indiana. Provide copies with the Proposal submission.

C. Solution Description

Provide information on your firm's proposed solution to address the following:

1. A description of the solution that is being proposed to meet the Requirements stated in Section 5. Respondent will enumerate its responses according to the outline in this Section; and
2. A completed Requirements Compliance Matrix using the template provided as Exhibit B.
3. A completed Respondent Solution Self-Evaluation Matrix using the template provided in Exhibit C.

As long as the aforementioned solution requirements are met and only if the aforementioned solution requirements are met, Respondents may take the opportunity to propose an alternative or secondary solution for TAC consideration. If an alternative or secondary solution is proposed without first meeting all the required solution guidelines, it will not be considered.

D. Deployment Plan

Respondent will provide a deployment plan with high level tasks for deployment over a proposed period of time. Respondent will also describe the project management methodology that will be used to execute on the deployment plan.

Respondent must include a comprehensive and detailed description of the process by which it will provide the Services as described in this RFP.

1. Project Timeline

All responses should, at a minimum, reference the anticipated timeline for this project. All costs should, at a minimum, reflect the ability to meet this timeline. Respondents may, in addition, provide alternative timelines to be accompanied by an explanation of variance from the periods listed.

2. Organization Chart

Include an organization chart which clearly illustrates all firms (joint venture partners, if any, subcontractors); relationships in terms of proposed Services; and key personnel involved and the following information:

1. A chart which identifies not only the proposed organizational structure, but also key personnel by name and title. Staffing levels of each organizational unit should be estimated.
2. The specific role of each of the firms in a team or joint venture for each task/work activity must be described.

E. Dedicated Resources

1. Describe facilities, equipment, personnel, communication technologies and other resources available for implementing any proposed Services.
2. Staffing requirements. Provide an assessment of staffing needs for each major activity area by job title and function. The assessment should include fulltime equivalents for professional staff and supervisors committed to Columbus.
3. Submit resumes for key personnel that will be committed to this engagement. Correlate team members to the tasks they will be performing during implementation/transition and ongoing operations. Along with each resume, Respondent should identify each primary team member working on staff with Respondent, as well as those working in a subcontracting capacity. For each proposed key personnel, describe previous related experience and provide references including: name, address, and telephone number of contact person, and brief description of work history.

F. Insurance

Selected Respondent will be required to submit evidence of insurance including at least Workers Compensation and Employers Liability, Commercial General Liability, Automobile Liability, and Professional Liability.

4. Columbus Overview

4.1. Summary²

“Columbus, Indiana, is an internationally recognized, architecturally significant community located within the Indianapolis, Louisville and Cincinnati triangle. It would be just another small Midwestern city except for the vision and cooperation of public, private and corporate leaders who are striving to make Columbus the best community they can create.”

Located just 45 miles south of Indianapolis, Columbus is ranked #6 in the U.S. for architecture innovation and design. The city has public art by renowned artists and nationally recognized gardens and landscaping, which includes an amazing park system. It's a place with a world-class golf course, outstanding athletic facilities, great fun for families and wonderful shopping.

Columbus won the highly competitive 2006 America in Bloom national competition for the population category 25,001-50,000. Eight core categories were judged, such as heritage, urban forestry and floral displays. The city won on its first attempt, which is a very uncommon achievement. It was also chosen "Best of the Best" for landscape design, citing Irwin Gardens, national landscape design awards and the city's park and trail system.”

With broadband availability becoming paramount in attracting and retaining businesses, cities of all sizes are realizing that these services are no longer a luxury, but a necessity to remain competitive and therefore attractive. It is the vision of Mayor Armstrong that telecommunications infrastructure and services become enablers for commerce and further economic growth within the City of Columbus.

4.2. Geography³

“Columbus is located at 39°12'50"N, 85°54'40"W (39.213998, -85.911056). The Driftwood and Flatrock Rivers join at Columbus to form the East Fork of the White River.

According to the United States Census Bureau, the city has a total area of 68.3 km² (26.4 mi²). 67.2 km² (26.0 mi²) of it is land and 1.1 km² (0.4 mi²) of it (1.59%) is water.”

4.3. Demographics⁴

“Columbus is the county seat of Bartholomew County. As of the 2000 census, the population of Columbus was 39,059 people, 15,985 households, and 10,563 families.”

² Columbus, Indiana Convention and Visitors Bureau. Columbus Area Visitors Center. Accessed: January 29, 2007. [<http://www.columbus.in.us/>]

³ Columbus, Indiana. Wikipedia. Accessed: January 29, 2007. [http://en.wikipedia.org/wiki/Columbus,_Indiana]

⁴ Columbus, Indiana. Wikipedia. Accessed: January 29, 2007. [http://en.wikipedia.org/wiki/Columbus,_Indiana]

4.3.1. Households

“There were 15,985 households out of which 31.8% had children under the age of 18 living with them, 51.9% were married couples living together, 11.0% had a female householder with no husband present, and 33.9% were non-families. 29.1% of all households were made up of individuals and 10.7% had someone living alone who was 65 years of age or older. The average household size was 2.39 and the average family size was 2.94.”

4.3.2. Ages

“In the city the population was spread out with 25.7% under the age of 18, 8.0% from 18 to 24, 29.5% from 25 to 44, 23.0% from 45 to 64, and 13.7% who were 65 years of age or older. The median age was 36 years. For every 100 females there were 92.8 males. For every 100 females age 18 and over, there were 89.6 males.”

4.3.3. Income

“The median income for a household in the city was \$41,723, and the median income for a family was \$52,296. Males had a median income of \$40,367 versus \$24,446 for females. The per capita income for the city was \$22,055. About 6.5% of families and 8.1% of the population were below the poverty line, including 9.7% of those under age 18 and 8.8% of those age 65 or over.”

4.4. Greater Columbus Conduit System

4.4.1. Overview

The *Greater Columbus Conduit System* initiative establishes a city-wide conduit system that will serve as a platform for accelerating the delivery of world class telecommunication services to the Columbus area. The goal of City of Columbus with the creation the *Greater Columbus Conduit System* is to serve as a technology and economic development enabler. By installing this conduit system, Columbus is enabling and encouraging the deployment of optical fiber services from the private sector by lowering the financial barriers associated with infrastructure construction.

The *Greater Columbus Conduit System* is comprised of directional bored four 4-inch HDPE conduits with 36” by 60” by 36” access handholes placed approximately one-thousand (1,000) feet apart throughout the route set in the utility easement.

4.4.2. Existing

Today, the *Greater Columbus Conduit System* is comprised of three routes than span a total of just over seven (7) miles.

1. Central Ave. – A main conduit route between Brown St. / 5th St. and the InfoTech Park at Central Ave. / Poshard Rd.;

- a. Two (2), empty, 4-inch conduits originate at handhole set in the utility easement at the intersection of Brown St. and 5th St.
- b. Handholes are set approximately 1,000 feet in the utility easement from the initial handhole throughout the remainder of the Central Ave. route.
- c. From the initial handhole at the intersection of Brown St. and 5th St., conduits were directional bored in the utility easement heading east down 5th Street to California St., head south on California St. to 3rd St., head east on 3rd St. to Volmer St., head south on Volmer St. to Hawcreek Blvd., head north on Hawcreek Blvd. to Central Ave., head north on Central Ave. to Arnold St., and end on Arnold St. at a handhole set in the utility easement just before Kelly St.
2. 17th St. – A lateral conduit route off of the main route at Central Ave. / 17th St. that passes Columbus Regional Hospital.
 - a. Two (2), empty, 4-inch conduits originate at a handhole set in the utility easement at the intersection of Central Ave. and 17th St., head east to McClure Rd., and head south on McClure Rd. to a handhole set in the utility easement at the intersection of McClure Rd. and 10th Street.⁵
 - b. Handholes are set approximately 1,000 feet in the utility easement from the handhole at Central Ave. / 17th St. throughout the remainder of the 17th St. route.
3. InfoTech Park Campus Duct System – A conduit route that forms a ring around the InfoTech Park and connects to the main conduit route.
 - a. Three (3), empty, 4-inch conduits originate at a handhole at the northwestern corner of the Central Ave. and Poshard Rd. intersection, head north to Cunningham Dr., head west on Cunningham Dr. to the Arvin Meritor access drive, follows this access drive to Vickers Ct., heads south on Vickers Ct. to Poshard Dr., and heads east on Poshard Dr. to a handhole at the Central Ave. and Poshard Rd. intersection.
 - b. Handholes are set throughout the remainder of the InfoTech Park Campus Duct System, one per park lot.

Figure 2 and Figure 3 illustrate the placement of the current installed portions of the *Greater Columbus Conduit System*. Conduits are noted with a green line and handholes are noted with red flags. It should be noted that these maps represent the approximate location of the conduit and handhole infrastructure and was not mapped using GPS coordinates.

4.4.3. Future Expansion

Figure 4 and Figure 5 illustrate potential future expansion of the *Greater Columbus Conduit System*. This potential expansion will include directional bored 4-inch HDPE conduits with 36" by 60" by 36" access handholes placed approximately one-thousand (1,000) feet apart throughout the route set in the utility easement. Such expansion builds on the three existing routes by creating a series of conduit rings that blanket Greater Columbus. As these routes are estimated, they are subject to TAC revision. Approximate conduit placement is noted with a dotted black line; handhole placement has yet to be decided.

⁵ This route is currently planned to stop at handhole located just before Gladstone Ave., but pending available funds at the completion of existing construction, this route may potentially be extended down McClure Road to 10th St or elsewhere.



Figure 2 – Current Backbone Conduit Infrastructure (North of SR-31)

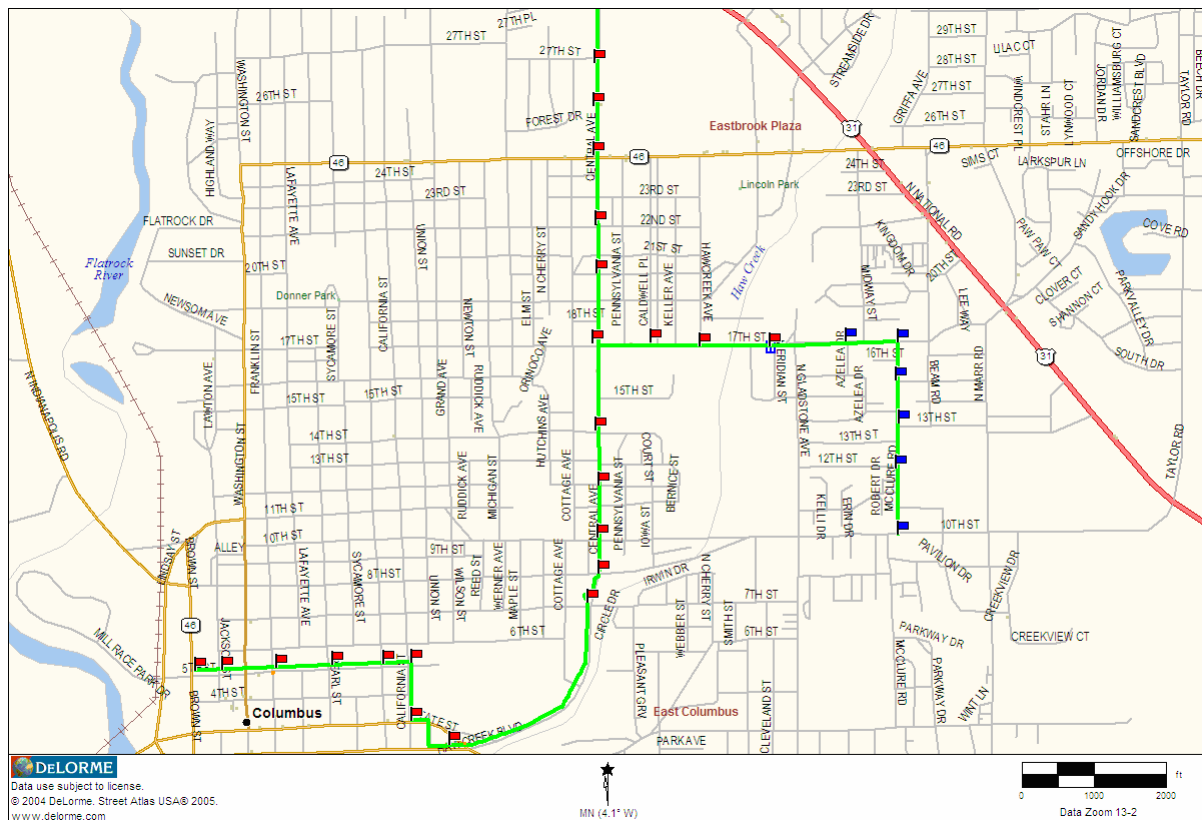


Figure 3 – Current Conduit Backbone Infrastructure (South of SR-31)

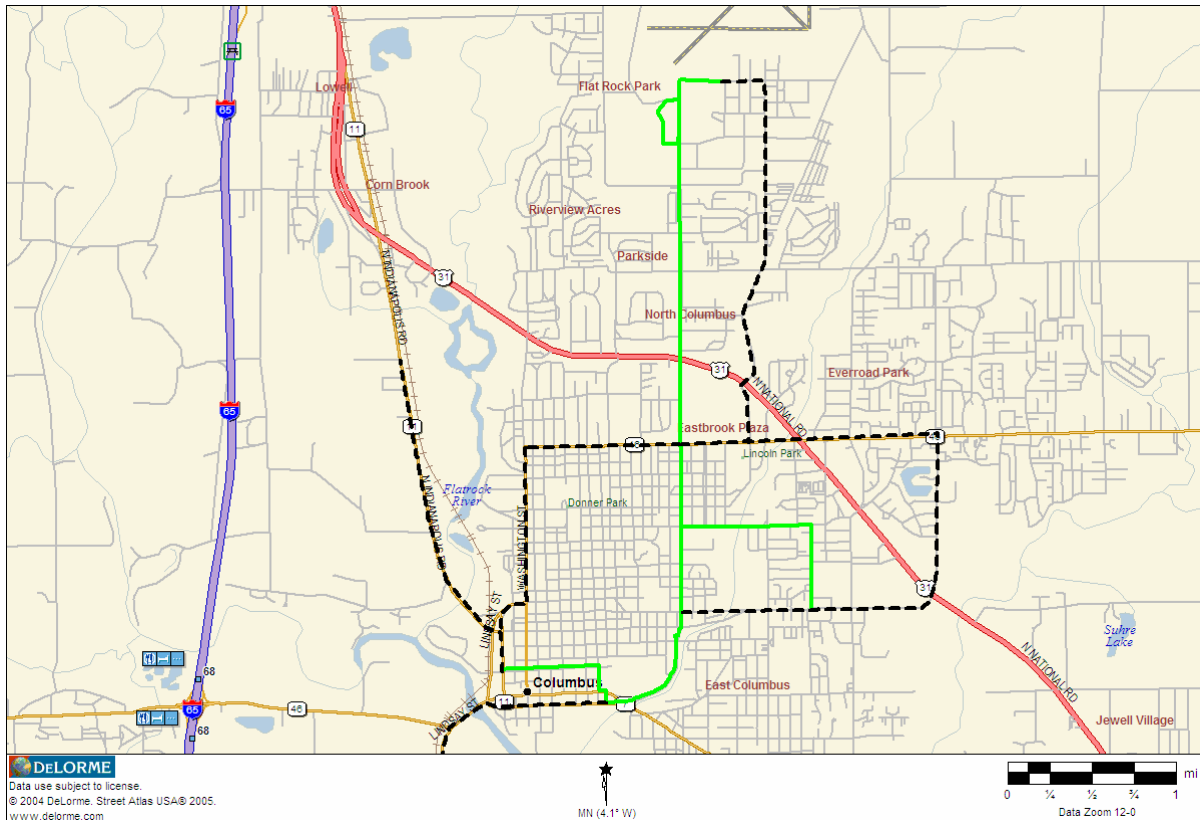


Figure 4 – Potential Conduit Backbone Infrastructure (North of SR-7)

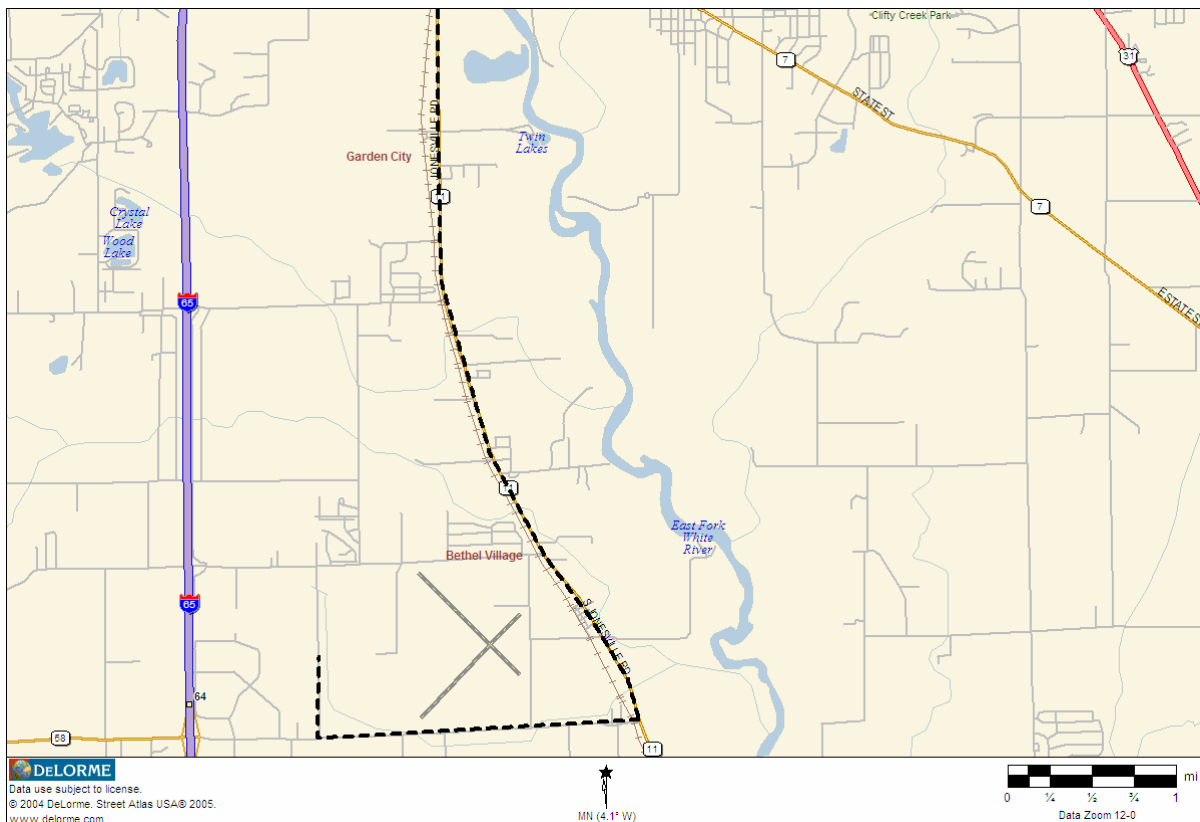


Figure 5 – Potential Conduit Backbone Infrastructure (South of SR-7)

5. Requirements

This section details requirements for partnership with the City of Columbus for licensed use of the *Greater Columbus Conduit System*. Proposals that fail to meet any of these requirements may be deemed Non-Responsive.

5.1. Proposed Organization & Business Agreement

- a. The Respondent shall describe in detail all parties (by name) involved in the proposed solution and present this information with a narrative and organization chart illustrating all relationships, roles, responsibilities and key contacts.
- b. The Respondent shall describe in detail its proposal for compensating the City of Columbus for the use of the *Greater Columbus Conduit System*. Creative solutions are encouraged in conjunction with one or more of the following preferred forms of compensation. Please keep agreement term lengths to five (5) years.
 - i. Lease – A traditional lease agreement set to a predetermined period with monthly payments would be a standardized way of reimbursement.
 - ii. Indefeasible Right of Use – A favorable alternative to a standard lease could be an indefeasible right of use (IRU) agreement. The Selected Respondent would tender payment to the City of Columbus up front for temporary ownership (use) of the conduit for a fixed term.
 - iii. Revenue Sharing – In exchange for using the City’s conduit system, the fiber provider would share with the City of Columbus revenue collected from usage of the conduit.
- c. The Respondent shall provide sample contracts, for City of Columbus consideration, that could be used to govern the requested partnership described in its Proposal.

5.2. Infrastructure

5.2.1. Conduit & Handhole

- a. The City of Columbus will assume the cost of constructing additional routes within the *Greater Columbus Conduit System*. These routes will be planned through joint guidance of City of Columbus and the Selected Respondent. The Selected Respondent will be responsible for installing “last mile” optical fiber connections to its business and residential customers.
- b. Conduits utilized by the Selected Respondent shall be populated with three (3), one and one-quarter (1¼) inch innerducts, furnished and installed by the Selected Respondent, prior to fiber optic cable installation. Innerducts are to be in new and unused condition and contiguous end-to-end.
- c. The Selected Respondent shall utilize innerduct sealing plugs to seal used and unused innerducts. These are to be used in conjunction with Triplex Duct Sealing Plugs.
- d. The Selected Respondent shall utilize Split Triplex Duct Sealing Plugs to seal conduit(s) containing one and one-quarter (1¼) inch innerducts.

5.2.2. Fiber

- a. Fiber optic cable chosen by the Selected Respondent shall adhere to the following optical standards:
 - i. 8.3µm/125µm single-mode optical fibers
 - ii. Attenuation: 0.35 dB/Km @ 1310 nm; 0.25dB/km @ 1550 nm.
 - iii. Mechanical construction: All dielectric fiber optic cable for installation within underground facilities. Construction shall conform to Corning ALTOS All Dielectric Cable or equivalent.
- b. Sixty (60) feet of fiber optic cable slack should be left in backbone handholes to aid in future expansion from that handhole.
- c. The Selected Respondent shall designate one (1) qualified party (qualifications and service record to be approved by TAC) to perform splicing, termination and testing of optical fiber cable placed in City of Columbus conduits. This trusted party may be changed only after TAC approval and review of the perspective candidate's qualifications and service record.
 - i. At all required splices in the Selected Respondent's fiber optic cable plant shall utilize fusion splicing.
 - ii. Spliced fibers are to be installed within a fiber optic splice tray according to the manufacturer's specifications.

5.2.3. Coverage

- a. It is the long-term vision of the City of Columbus that optical fiber services are available within approximately one-thousand (1,000) feet of (all) Columbus area businesses and residents.

5.2.4. Network

- a. The Selected Respondent shall support fault tolerance mechanisms to mitigate or eliminate single points of failure and ensure high reliability. The Respondent shall explain in detail its service level capabilities (including reliability) for its business and residential customers.
- b. The network shall be easily scaled and upgraded in a modular fashion to support additional subscribers, new applications and new requirements in order to meet evolving user demands. Respondents shall estimate the percentage of the initial network capital cost that will be invested in upgrades during the contract term and elaborate on what steps they will take to determine when network upgrades are required and how they will be rolled out. Respondents shall describe how Columbus can evaluate the network operator's performance relevant to this specification.
- c. The network shall support backup power for all network equipment sufficient to ensure continuous operation during a loss of electrical power. Respondents shall state the amount of time their solution will operate without electrical power and elaborate on any initial or future commitments they will make to increase backup power.
- d. The Respondent shall describe in detail its existing network infrastructure including:

- i. The location of its network operations center (NOC)
 - ii. The location of all point-of-presence (POP) locations in Indiana
 - iii. Existing portfolio of services
 - iv. Number of business and residential customers
 - v. Bandwidth capacity to the Internet and any NAP connections
 - vi. Existing hardware service level support
- e. The Respondent shall describe its plans for establishing a POP in Columbus from which it would administer optical fiber services.

5.3. Operations

The Selected Respondent will be responsible for all capacity planning, customer service, network operations, installation, maintenance and emergency response operations associated with the operation of an Optical Fiber Services network.

5.3.1. Capacity Planning

- a. When installing fiber optic cable in innerduct, the Selected Respondent shall place the largest available fiber optic cable that can be installed to reach innerduct capacity.
- b. The Respondent shall describe in detail its capacity planning capabilities to create and accurately manage conduit capacity.

5.3.2. Customer Service

- a. The Respondent shall provide Tier 1, Tier 2 and Tier 3 customer support services corresponding to its service portfolio. Furthermore, the Respondent shall describe in detail its customer service capabilities detailing at a minimum an overview of staff, call center capabilities and descriptions of its tiered support structure.

5.3.3. Network operations

- a. The Respondent shall describe in detail its plan for network operations to ensure both the conduit and fiber facilities are kept in good repair.

5.3.4. Installation

- a. The Selected Respondent will be responsible for installing “last mile” optical fiber connections to its business and residential customers. Aerial fiber and buried conduits containing fiber are both acceptable “last mile” connections.
- b. The Selected Respondent will be responsible for working with the City of Columbus Engineer’s office on optical fiber construction projects in public rights-of-way.
- c. The Selected Respondent will be responsible for updating the City of Columbus Engineer’s office of optical fiber deployment such that it can keep an up-to-date record of optical fiber availability in Greater Columbus.

5.3.5. Maintenance

- a. The Selected Respondent shall be responsible for ongoing maintenance of both the conduit and fiber contained therein to ensure that both facilities are kept in good repair – at no additional cost to the City of Columbus.
- b. The Respondent shall describe in detail its maintenance plan to ensure both the conduit and fiber facilities are kept in good repair.

5.3.6. Emergency Response

- a. The Selected Respondent shall be responsible for repairing both the conduit and fiber contained therein in the event of damage to or destruction of conduit and/or fiber infrastructure, at no additional cost to the City of Columbus.
- b. The Selected Respondent shall provide the City of Columbus with the emergency contact number of a designated point of contact for coordinating the handling of emergency repairs to affected conduit and fiber facilities and shall notify the City of Columbus of changes to such information.
- c. The Respondent shall describe in detail its emergency response plan to repair a fiber cut in terms of at least the following: escalation hierarchy (with contacts), time to respond, description of response team, location of response team, qualifications of response team, mean time to repair and documentation of incident.

5.4. Service Levels

5.4.1. Open Access

The focus of partnership with Columbus is to create an open and inclusive system, managed by a third-party partner, which provide retail optical fiber service not only to business and consumer customers, but also the Columbus telecommunications industry as a whole.

- a. The Selected Respondent shall provide open access to optical fiber infrastructure (dark fiber or lit fiber services) to multiple unaffiliated service providers as a wholesale service.
- b. The Selected Respondent, and any service provider affiliated with the Selected Respondent, may also provide retail-branded telecommunications services over the optical fiber.

5.4.2. Services & Provisioning

- a. The Selected Respondent shall offer the following types of optical fiber services:
 - i. Dark fiber – Fiber that is available to individuals or companies that wish to establish optical communication between locations.
 - ii. Lit services – a managed transport service including the electronic and optical equipment necessary to establish reliable high bandwidth communication between locations.

- b. The Selected Respondent shall have the capability either internally or through one (1) or more partners the ability to offer long-haul dark fiber and lit fiber services to the Henry St. Carrier Hotel facilities located in Indianapolis, IN.
- c. Respondent proposals shall include an estimated full menu of optical fiber services and estimated pricing including costs for any required customer premise equipment.
- d. The Respondent shall describe in detail its marketing plans and penetration goals for the first five (5) years of operating the Optical Fiber Services network.

5.4.3. Security

- a. Proposed solutions shall support multi-layered security protocols and methods to include, at a minimum, the following:
 - i. Physical security for all critical network equipment components via secured facilities.
 - ii. Mechanisms to prevent or mitigate the risk of hackers, spammers, denial of service and other forms of malicious attacks on or through the network. These mechanisms should balance the need to prevent these attacks, while at the same time not punishing or burdening unnecessarily all users of the network.
- b. The Respondent shall describe in detail its existing multi-layered security architecture as well as its plans for ensuring both the physical security of the Optical Fiber Services network as well as the security of the data being transmitted across the Optical Fiber Services network.

5.4.4. Privacy

- a. The Respondent shall describe in detail its plans for protecting the privacy of customers utilizing the Optical Fiber Services network including how they plan to communicate privacy policies to users and how users' acceptance of the policy will be obtained.

Exhibit A – Company References

Respondent / Team Member Company Profile Information

Submit a completed company profile information sheet for prime, each joint venture partner and subcontractor(s), as applicable.

(1) Legal Name of Firm: _____

(2) Doing Business under Other Company Name? If yes, Name of Company: _____

(3) Headquarters Address, City, State, Zip Code: _____

(4) Web Site Address: _____

(5) Proposed Role: ☐ Prime ☐ Subcontractor/Sub-consultant
☐ Joint Venture Partner ☐ Supplier or ☐ Other: _____

(6) Number of Years in Business: _____

(7) Total Number of Employees: _____

(8) Total Annual Revenues separated by last 3 full fiscal years: _____

(9) Major Services Offered as Prime Contractor: _____

(10) Subcontracted Services: _____

(11) Briefly describe your firm's strategy and approach to providing services for a client: _____

(12) Briefly describe your firm's experience in providing Optical Fiber Services to communities: _____

Exhibit B – Requirements Compliance Matrix

As explained in Section 3.2, Respondents shall complete the following matrix with respect to their proposals and shall provide the completed matrix in their proposals. Please note that the descriptions provided in the Specification Summary column are only abbreviated summaries. In completing this matrix, Respondents should refer to the full statement of the specification in the applicable subsection of Section 5. For each specification, Respondents shall identify whether their proposals are fully compliant, partially compliant, or not compliant with the specification. The far right column provides an opportunity for Respondents to provide additional detail or comments.

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
5.1.a	The Respondent shall describe in detail all parties (by name) involved in the solution and present this information with narrative and organization chart illustrating all relationships, roles, responsibilities and key contacts.				
5.1.b	The Respondent shall describe in detail its proposal for compensating the City of Columbus for the use of the <i>Greater Columbus Conduit System</i> . Creative solutions are encouraged in conjunction with one or more of the following preferred forms of compensation. Please keep agreement term lengths to five (5) years.				
5.1.c	The Respondent shall provide sample contracts, for City of Columbus consideration, that could be used to govern the requested partnership described in its Proposal.				
5.2.1.a	The City of Columbus will assume the cost of constructing additional routes within the Greater Columbus Conduit System. These routes will be planned through joint guidance of City of Columbus and the Selected Respondent. The Selected Respondent will be responsible for installing last				

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
	mile optical fiber connections to its business and residential customers.				
5.2.1.b	Conduits utilized by the Selected Respondent shall be populated with three (3), one and one-quarter (1¼) inch innerducts, furnished and installed by the Selected Respondent, prior to fiber optic cable installation. Innerducts are to be in new and unused condition and contiguous end-to-end.				
5.2.1.c	The Selected Respondent shall utilize innerduct sealing plugs to seal used and unused innerducts. These are to be used in conjunction with Triplex Duct Sealing Plugs.				
5.2.1.d	The Selected Respondent shall utilize Split Triplex Duct Sealing Plugs to seal conduit(s) containing one and one-quarter (1¼) inch innerducts.				
5.2.2.a	Fiber optic cable chosen by the Selected Respondent shall adhere to the following optical standards: i. 8.3µm/125µm single-mode optical fibers ii. Attenuation: 0.35 dB/Km @1310 nm; 0.25dB/km @ 1550 nm. iii. Mechanical construction: All dielectric fiber optic cable for installation within underground facilities. Construction shall conform to Corning ALTOS All Dielectric Cable or equivalent.				
5.2.2.b	Sixty (60) feet of fiber optic cable slack should be left in backbone handholes to aid in future expansion from that handhole.				
5.2.2.c	The Selected Respondent shall designate one (1) qualified party (qualifications and service record to be				

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
	<p>approved by TAC) to perform splicing, termination and testing of optical fiber cable placed in City of Columbus conduits. This trusted party may be changed only after TAC approval and review of the perspective candidate's qualifications and service record.</p> <p>i. At all required splices in the Selected Respondent's fiber optic cable plant shall utilize fusion splicing.</p> <p>ii. Spliced fibers are to be installed within a fiber optic splice tray according to the manufacturer's specifications.</p>				
5.2.3.a	It is the vision of the City of Columbus that optical fiber services are available within approximately one-thousand (1,000) feet of Columbus area businesses and residents.				
5.2.4.a	The Selected Respondent shall support fault tolerance mechanisms to mitigate or eliminate single points of failure and ensure high reliability. The Respondent shall explain in detail its service level capabilities (including reliability) for its business and residential customers.				
5.2.4.b	The network shall be easily scaled and upgraded in a modular fashion to support additional subscribers, new applications and new requirements in order to meet evolving user demands. Respondents shall estimate the percentage of the initial network capital cost that will be invested in upgrades during the contract term and elaborate on what steps they will take to determine when network upgrades are required and how they will be rolled out. Respondents shall				

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
	describe how Columbus can evaluate the network operator's performance relevant to this specification.				
5.2.4.c	The network shall support backup power for all network equipment sufficient to ensure continuous operation during a loss of electrical power. Respondents shall state the amount of time their solution will operate without electrical power and elaborate on any initial or future commitments they will make to increase backup power.				
5.2.4.d	The Respondent shall describe in detail its existing network infrastructure including: <ul style="list-style-type: none"> i. The location of its network operations center (NOC) ii. The location of all point-of-presence (POP) locations in Indiana iii. Existing portfolio of services iv. Number of business and residential customers v. Bandwidth capacity to the Internet and any NAP connections vi. Hardware service level support 				
5.2.4.e	The Respondent shall describe its plans for establishing a POP in Columbus from which it would administer optical fiber services.				
5.3.1.a	When installing fiber optic cable in innerduct, the Selected Respondent shall place the largest available fiber optic cable that can be installed.				
5.3.1.b	The Respondent shall describe in detail its capacity planning capabilities to create and accurately manage conduit capacity.				

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
5.3.2.a	The Respondent shall provide Tier 1, Tier 2 and Tier 3 customer support services corresponding to its service portfolio. Furthermore, the Respondent shall describe in detail its customer service capabilities detailing at a minimum an overview of staff, call center capabilities and descriptions of its tiered support structure.				
5.3.3.a	The Respondent shall describe in detail its plan for network operations to ensure both the conduit and fiber facilities are kept in good repair.				
5.3.4.a	The Selected Respondent will be responsible for installing "last mile" optical fiber connections to its business and residential customers. Aerial fiber and buried conduits containing fiber are both acceptable "last mile" connections.				
5.3.4.b	The Selected Respondent will be responsible for working with the City of Columbus Engineer's office on optical fiber construction projects in public rights-of-way.				
5.3.4.c	The Selected Respondent will be responsible for updating the City of Columbus Engineer's office of optical fiber deployment such that it can keep an up-to-date record of optical fiber availability in Greater Columbus.				
5.3.5.a	The Selected Respondent shall be responsible for ongoing maintenance of both the conduit and fiber contained therein to ensure that both facilities are kept in good repair – at no additional cost to the City of Columbus.				
5.3.5.b	The Respondent shall describe in detail its maintenance plan to ensure				

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
	both the conduit and fiber facilities are kept in good repair.				
5.3.6.a	The Selected Respondent shall be responsible for repairing both the conduit and fiber contained therein in the event of damage to or destruction of conduit and/or fiber infrastructure, at no additional cost to the City of Columbus.				
5.3.6.b	The Selected Respondent shall provide the City of Columbus with the emergency contact number of a designated point of contact for coordinating the handling of emergency repairs to affected conduit and fiber facilities and shall notify the City of Columbus of changes to such information.				
5.3.6.c	The Respondent shall describe in detail its emergency response plan to repair a fiber cut in terms of at least the following: escalation hierarchy (with contacts), time to respond, description of response team, location of response team, qualifications of response team, mean time to repair and documentation of incident.				
5.4.1.a	The Selected Respondent shall provide open access to optical fiber infrastructure (dark fiber or lit fiber services) to multiple unaffiliated service providers.				
5.4.1.b	The Selected Respondent, and any service provider affiliated with the Selected Respondent, may also provide retail-branded telecommunications services over the optical fiber.				
5.4.2.a	The Selected Respondent's shall offer the following types of optical fiber services: i. <u>Dark fiber</u> – Fiber that is				

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
	<p>available to individuals or companies that wish to establish optical communication between locations.</p> <p>ii. <u>Lit services</u> – a managed transport service including the electronic and optical equipment necessary to establish reliable high bandwidth communication between locations.</p>				
5.4.2.b	The Selected Respondent shall have the capability either internally or through one (1) or more partners the ability to offer long-haul dark fiber and lit fiber services to the Henry St. Carrier Hotel facilities located in Indianapolis, IN.				
5.4.2.c	Respondent proposals shall include an estimated full menu of optical fiber services and estimated pricing including costs for any required customer premise equipment.				
5.4.2.d	The Respondent shall describe in detail its marketing plans and penetration goals for the first five (5) years of operating the Optical Fiber Services network.				
5.4.3.a	<p>Proposed solutions shall support multi-layered security protocols and methods to include, at a minimum,</p> <p>i. Physical security for all critical network equipment components via secured facilities.</p> <p>ii. Mechanisms to prevent or mitigate the risk of hackers, spammers, denial of service and other forms of malicious attacks on or through the network. These mechanisms should balance the need to prevent these attacks, while at the same time not</p>				

Req. #	Requirement	Fully Compliant	Partially Compliant	Not Compliant	Detail and/or Comments
	punishing or burdening unnecessarily all users of the network.				
5.4.3.b	The Respondent shall describe in detail its existing multi-layered security architecture as well as its plans for ensuring both the physical security of the Optical Fiber Services network as well as the security of the data being transmitted across the Optical Fiber Services network.				
5.4.4.a	The Respondent shall describe in detail its plans for protecting the privacy of customers utilizing the Optical Fiber Services network including how they plan to communicate privacy policies to users and how users' acceptance of the policy will be obtained.				

Exhibit C – Respondent Solution Self-Evaluation

As explained in Section 3.2, Respondents shall complete the following matrix with respect to their proposals and shall provide the completed matrix in their proposals. Please note that the descriptions provided in the Criteria column are only high level headings. In completing this matrix, Respondents should refer to the full statement of the scoring criteria in the applicable subsection of Section 2.6. For each criterion, Respondent shall generally review its proposal providing an evaluation of how its response delivered against that criterion. The far right column provides an opportunity for Respondents to provide additional detail or comments.

Criteria	Evaluation
Value to the City	
Professional and Technical Competence	
Deployment Strategy and Plan	
Financial Capacity	
Degree of Compliance with Requirements, Laws, Ordinances, and Statutes	
Level of Innovation	
Legal Actions	
Conflicts of Interest	